CONCORDIA UNIVERSITY
BOARD OF GOVERNORS
CONCORDIA BENEFITS COMMITTEE

Meeting of Wednesday,
November 17, 1976

Attendance: Mr. J. Tait, Chairman; Mr. H. Hemens; Mr. A. Duff;
Prof. A. Dickie; Mr. R. Martin; Mr. F. Villemaire;
Prof. J.C. Turgeon; Prof. G. Martin; Mr. C. Waters.

Minutes of October 21, 1976

On a motion by Mr. Hemens, seconded by Prof. A. Dickie and unanimously carried, the minutes of October 21, 1976 were adopted as circulated.

Structure of a Permanent Benefits Committee

A discussion was held regarding the composition of the permanent committee. Mr. Hemens suggested that the permanent committee contain equal participant representation from Loyola and Sir George. He proposed that the participants be represented by four members: one faculty representative and one non-faculty representative from each campus.

Professor Martin commented that he had no argument with the numbers but that he had reservations about splitting representation according to campus. A uniform benefits program coupled with increasing physical movement of staff between campuses eliminated, in his opinion, the necessity of maintaining the distinction. He also pointed out that Concordia University Faculty Association (CUFA) represented all faculty.

Professor Dickie cautioned that there was not 100% participation in CUFA. He explained that with the Faculty being University wide, separate campus representation on the Committee made little sense.

It was agreed that participants' representatives be elected on a University wide basis.

Mr. Duff recommended that the Board representation be brought up to three members in order to bring about a better balance.

The following structure was agreed to:

3 Outside Board members one of whom would be chairman
2 Faculty representatives
2 Non-Faculty representatives
1 Vice Rector Administration & Finance
1 Benefits Administrator who would be Secretary and non-voting

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ex-officio members:

The Rector
The Chairman of the Board of Governors.

Mandate of the Committee

It was agreed that two things were required of a permanent committee.

1) An administrative function to interpret, to authorize disbursements, to transact plan business, etc.

2) An ongoing appraisal function to review the benefit program itself and to recommend changes in the benefits themselves.

Some discussion ensued as to the advantages and disadvantages of forming one or two committees to handle these functions.

It was agreed that one committee be formed and that this committee would meet on a regular basis.

A document entitled "Duties of a Permanent Benefits Committee" (Appendix "A" attached) was circulated. Mr Waters remarked that the wording had been taken from the Sir George Williams University Contributory Pension Plan document.

Mr. Duff commented that the wording of this document was too restrictive, specifically that the Committee's action should not be final and conclusive but should provide for an appeal medium to the Board.

Mr. Waters was asked to reword the mandate with the help of counsel and circulate it to the membership. If approved by phone, this mandate is to be proposed at the next board meeting.

Elections

A discussion was held on the mechanics of election. It was agreed that Professor Dickie should set up the election method to be used.

The meeting adjourned at 2:00 p.m. on a motion from the chair.